

DEPARTMENT OF HEALTH SERVICES
Safe Drinking Water State Revolving Fund

ENVIRONMENTAL REVIEW
PROCESS GUIDELINES

July 2004

CALIFORNIA DEPARTMENT OF HEALTH SERVICES
DIVISION OF DRINKING WATER AND ENVIRONMENTAL MANAGEMENT

ENVIRONMENTAL REVIEW PROCESS GUIDELINES
FOR
SAFE DRINKING WATER STATE REVOLVING FUND APPLICATIONS

Purpose: These guidelines detail the steps that must be taken by public agencies to comply with environmental review requirements when applying for Safe Drinking Water State Revolving Fund (SDWSRF) Program financial assistance administered by the California Department of Health Services (CDHS), Division of Drinking Water and Environmental Management (Division). These guidelines will not apply to applicants that are not bona fide public agencies.

California Environmental Quality Act (CEQA): Generally, the process set forth here is accomplished through compliance with the California Environmental Quality Act (CEQA). Detailed requirements under CEQA are given in the CEQA Guidelines (California Code of Regulations Title 14, Division 6, Chapter 3). For information on how to obtain a copy of CEQA and the CEQA Guidelines contact the State Clearinghouse at (916) 445-0613 or online at www.ceres.ca.gov. The guidelines presented here are intended to supplement the CEQA Guidelines with specific requirements for environmental documents that will be acceptable to CDHS when reviewing applications for SDWSRF funding; they are not intended to supersede or replace the CEQA Guidelines.

For SDWSRF projects, an applicant that is a public agency is usually the "Lead Agency" as defined under CEQA and will be responsible for the preparation, circulation and consideration of the environmental document prior to approving the project. CDHS and other agencies having jurisdiction over the proposed project are "responsible agencies" under CEQA and are accountable for reviewing and considering the information in the environmental document prior to approving any portion of the project. When, as in this case, a state agency is a responsible agency, the environmental documentation must be circulated through the State Clearinghouse.

The applicant may use a Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report (EIR) to comply with CEQA environmental documentation requirements. The applicant may use a previously prepared document accompanied by a checklist used to determine if the project is adequately covered by the document. If the project is not adequately covered by an existing document, a Subsequent EIR, a Supplemental EIR, Addendum, or Negative Declaration should be prepared. The applicant should contact the ERU at the number below before it decides to use an existing final document.

Equivalency Vs. Non-equivalency: The SDWSRF Program is partially funded by the U.S. Environmental Protection Agency (EPA) and is therefore subject to compliance with the National Environmental Policy Act (NEPA). To comply with NEPA, the EPA established specific "NEPA-like" requirements in the Operating Agreement with DHS for administering the

SDWSRF Program. Known as “federal cross-cutters, these requirements specify the federal agencies that must be notified of the project intent. These requirements are clearly emphasized in these guidelines and apply to all SDWSRF projects that will serve more than 1000 service connections or are applying for more than \$500,000.

“Non-equivalency” funding is the amount of funds equivalent to the state matching funds for the SRF program. Systems with less than 1000 service connections that are determined to be non-equivalency projects may **not** be subject to compliance with the “NEPA-like” requirements or the federal crosscutting environmental regulations. However, these projects are still subject to CEQA requirements, and must comply with the State Clearinghouse circulation requirements that apply when there is a state responsible agency.

Exemptions: In some cases, SDWSRF projects may be approved under a statutory or categorical exemption from CEQA. For these projects, the applicant should submit an “SDWSRF Environmental Information Form and Worksheet for CEQA Exemptions” to the Division’s Environmental Review Unit (ERU) or District Office. After the applicant approves the project it should file a Notice of Exemption with the County Clerk and provide a copy of the notice to DHS. Categorical Exemptions can only be used if none of the exceptions listed in the CEQA Guidelines apply. All “equivalency” projects, even if exempt from CEQA, must comply with the federal crosscutting environmental regulations and provide an environmental evaluation of project alternatives including the “No Project” alternative to meet “NEPA-like” requirements.

Questions regarding environmental procedures and practices should be directed to the Department of Health Services, Division of Drinking Water and Environmental Management, Environmental Review Unit at (916) 449-5641.

DETAILED PROCEDURES

In the following procedures, all references to section numbers or appendices refer to the CEQA Guidelines (in the California Code of Regulations, CCR) except for Section 106 of the National Historic Preservation Act and Section 7 of the federal Endangered Species Act. Figure A, on page 10, presents a generalized step-by-step approach describing the CEQA process for proposed DHS-funded projects that use SDWSRF equivalency funds. The numbers in Figure A correspond to the numbered paragraphs below.

1. Preparation of an Initial Study as described in Section 15063. An "Initial Study" is a preliminary analysis prepared by the Lead Agency to determine whether an EIR or a Negative Declaration must be prepared. If the applicant can determine that an EIR will clearly be required for the project, an Initial Study is not required but may still be desirable to focus the analysis of impacts. The Initial Study must include a project description, an environmental setting, and a discussion of potential impacts as outlined in Part 3 of these guidelines. If a checklist is used, it must be supplemented with explanations for all applicable items, including the items that are checked "no impact." Checklists should follow the format used in Appendix G of the most recent revision (1999 or later) of the CEQA Guidelines.

2. <Decision Point> If a fair argument can be made that the project may have a significant environmental effect that cannot be mitigated before public release of the environmental document, then the applicant should proceed to Item 9 for starting the EIR process; if the project expected to have a significant environmental effect that cannot be mitigated, then the applicant should proceed to Item 3 for the Negative Declaration process.
3. If the project will not have a significant effect on the environment, the applicant should prepare a Proposed Negative Declaration (or Mitigated Negative Declaration) and Initial Study (ND/IS) (Section 15371), and, for “equivalency” projects, include an environmental evaluation of project alternatives, including the “No Project” alternative, to meet “NEPA-like” requirements.
4. The applicant must provide a notice of intent to adopt a Negative Declaration as described in Section 15072. Since DHS will be a responsible agency, the ND/IS also needs to be circulated through the State Clearinghouse (Sections 15072 and 15073). See Item 12 for more detail.
5. The applicant needs to submit six (6) copies of the ND/IS to the ERU or District Office to initiate the federal consultation process. The applicant should also submit documentation of compliance with Section 106 of the National Historic Preservation Act (Section 106). See Item 13 for more detail. These requirements do not apply to non-equivalency projects.
6. Public participation: For all projects, an earnest public participation program can greatly improve the planning process and reduce the chance of delays due to public controversy. For assistance in this area, the applicant should call the ERU. See Item 14 for more detail.
7. <Decision Point> If any comments reveal substantial evidence that the project may have a significant environmental effect, the applicant should proceed to Item 9, and prepare an EIR; if no comments reveal such evidence, the applicant should proceed to item 8.
8. Based on the commitment to adequate mitigation of significant effects disclosed in the Initial Study or the lack of significant effects, and the absence of significant comments received, the applicant’s decision-making body should make a finding that the project will have no significant effect on the environment and adopt the Negative Declaration. The applicant should then proceed to Item 17.
9. Section 15082, (a) and (b) require that a Notice of Preparation (NOP) be distributed whenever an EIR is proposed. An NOP is a brief notice the applicant sends to notify the responsible agencies, trustee agencies, and involved federal agencies that an EIR will be prepared for the project. The purpose of the NOP is to solicit guidance from those agencies as to the scope and content of the environmental information to be included in the EIR. The applicant is free to develop its own format for this NOP or it may use the format presented in Appendix J of the Guidelines. The contents of the NOP are described in Section 15082. If the applicant is uncertain whether an EIR or a Negative Declaration

is appropriate, an NOP should be distributed in order to cover both eventualities. The applicant should send a copy of the NOP directly to the ERU and to the State Clearinghouse at the addresses listed in item 12.

10. The applicant should incorporate any comments received in response to the NOP into the Draft EIR (Item 11).
11. At this point the applicant needs to prepare the Draft EIR. The EIR is a detailed report prepared under CEQA that describes and analyzes the significant environmental effects of a project and discusses ways to mitigate or avoid the effects. See Section 15120 et seq.
12. The applicant needs to distribute a Draft EIR or ND/IS to the public and local, state and federal agencies for review (Sections 15085-15087). The applicant must provide public notice of the availability of a draft EIR. The following review procedures are designed to coordinate the project with various federal, state, and local area-wide plans and programs. See Table 1 for documentation that the applicant should send the ERU upon initiation of the CEQA review period.

Draft EIRs and ND/ISs must be submitted to the State Clearinghouse for review by state agencies (Section 15205). The applicant needs to send fifteen (15) copies of the EIR or ND/IS to the State Clearinghouse unless the State Clearinghouse approves a lower number in advance [Section 15205(e)]. The applicant may either use the standard "Notice of Completion and Environmental Document Transmittal Form" included in the CEQA Guidelines (Appendix C) or develop a similar form to be used when submitting the documents. On the backside of the form, the applicant should put a check on any of the "REVIEWING AGENCIES" that it would like draft documents to be sent to including "other: Department of Health Services", otherwise the State Clearinghouse will select the appropriate review agencies. The applicant must also send a formal transmittal letter to the State Clearinghouse giving them the authority to distribute the copies of the document. If a consultant is preparing the Draft EIR or ND/IS, the consultant must obtain a formal transmittal letter from the applicant stating that it gives permission to the consultant to send the copies of the document to the State Clearinghouse. The letter should also include the State Clearinghouse number from the NOP. If the applicant needs a shorter review period than the 30 or 45-day period required by the CEQA Guidelines, it, not the consultant, must submit a written request. This formal request can be included in the transmittal letter stating the reasons for a shorter review period. Following is the address to send documents to the State Clearinghouse:

STATE CLEARINGHOUSE
OFFICE OF PERMIT ASSISTANCE
GOVERNOR'S OFFICE OF PLANNING AND RESEARCH
P.O. Box 3044
SACRAMENTO, CA 95812-3044

The focal point of the State's review is the State Clearinghouse. The review starts when the State Clearinghouse receives the applicant's Draft EIR or ND/IS, at which time it will assign a Clearinghouse number (SCH#) to its project. If an NOP was previously filed, it will use the SCH# assigned to the NOP. This ten-digit number (e.g., SCH# 2000061506) is very important and should be used on all documents, such as inquiry letters, supplemental drafts, final EIRs, etc. The State Clearinghouse will send the applicant an "Acknowledgment of Receipt" letter when its document is received. If the applicant has any questions about the State Clearinghouse procedures, it should call (916) 445-0613.

While the applicant is encouraged to contact the regional and district offices of state responsible agencies, it should not contact the State Office of Historic Preservation or the State Historic Preservation Officer (SHPO). The Division's Cultural Resources Officer (CRO) will consult with the SHPO on the applicant's behalf at appropriate times in the Section 106 process as required by regulations (Item 13b).

To ensure that responsible agencies, including DHS, will receive copies of the environmental document for review, the applicant should send them directly to the agencies. This does not replace the requirement to submit environmental documents to the State Clearinghouse for distribution [Section 15205(f)].

The applicant is also responsible for sending copies of the environmental documents to any local or federal responsible agency with jurisdiction over any part of the proposed project. The applicant must still send copies of the document to the ERU or District Office for federal consultation (Item 13a).

After the review period ends, the State Clearinghouse should send the applicant a letter stating that the review process is closed and that it has complied with the review requirements. Any comments from state agencies will be forwarded with the letter.

- 13.a. If the project involves SDWSRF equivalency funds, the ERU will need to send copies of the CEQA document (draft or final) directly to federally designated agencies as part of the "NEPA-like" process. In order for the ERU to do this, the applicant will need to submit six (6) copies of their draft or final CEQA document to the ERU or District Office as shown in Table 1. Normally, one copy will be used for the ERU's review, one copy will be submitted to the CRO, and the other 4 copies will be distributed to appropriate federally designated agencies. The federally designated agencies must have at least forty-five (45) calendar days to review an EIR and thirty (30) calendar days to review an ND/IS. Six (6) days mailing time is also added to the review period which would then total fifty-one (51) or thirty-six (36) calendar days from the date the environmental document was mailed to the reviewing agency. If any of these agencies identify an issue of concern, the ERU will consult with the agency to determine the necessary and appropriate actions to resolve the issue. Ideally, the federal consultation review should be done concurrently with the CEQA review to allow all comments to be addressed at one time and prevent the need for supplemental documentation. However, federal consultation may also be initiated before or after CEQA review, but must be completed before construction begins to meet the "NEPA-like" requirements.

To ensure compliance with federal laws and regulations, DHS has been designated as the non-federal representative under the federal Endangered Species Act for all projects in California that involve SDWSRF equivalency funds. To comply with Section 7 of the federal Endangered Species Act, the ERU will review SDWSRF equivalency projects to determine if a project may affect any federally listed species. It is important that the applicant identifies any issues concerning sensitive species and notifies the ERU early in the planning stage. The ERU will confer informally with the U.S. Fish and Wildlife Service (FWS) and/or National Marine Fisheries Service (NMFS) as appropriate. At its earliest convenience, the applicant will need to provide the ERU or District Office with any species lists, biological assessments, and other documents that disclose information on the project's effect on federally listed species and any proposed mitigation measures. Environmental documentation must provide a detailed explanation for any “no effect” determination.

If there are federally listed species that may be affected by a project, either directly or indirectly, the ERU will evaluate the extent of any impacts as part of its environmental review process and submit its findings to the FWS/NMFS. If the ERU, in consultation with the FWS/NMFS, determines that the project will affect any federally listed species, it will notify the EPA of the need to request formal consultation. The EPA will participate as lead agency in the formal consultation process. The FWS/NMFS may have up to 140 days to prepare a biological opinion in response to a formal request from the EPA.

If an SDWSRF equivalency project is located in a federally designated non-attainment or maintenance area for air quality, environmental documentation must disclose the emission estimates (in tons per year) for the applicable priority pollutants associated with project construction and operation. If the estimated emissions are under the applicable “de minimis” thresholds, the project will be exempt from undergoing a conformity determination.

- 13.b. Applicants for SDWSRF equivalency funds are required to demonstrate to the satisfaction of the SHPO that the project complies with Section 106 of the National Historic Preservation Act. In order to avoid potential funding delays, the applicant is encouraged to contact the Division’s ERU at the earliest stages of project planning to initiate the Section 106 process. Development of an Area of Potential Effects (APE) map is a critical first step that requires SHPO/CRO consultation. The project's APE includes all construction areas, borrow pits, haul roads, staging areas, etc., as well as the “built environment” in close proximity to the construction area, which may be subject to indirect effects. Property that may be acquired for the proposed undertaking needs to be included in the APE. The APE is typically depicted on large-scale project plans, although aerial photographs are sometimes an effective “base map” alternative.

Background research for cultural resources begins with a records search at the Information Center(s) of the California Historical Resources File System which serve(s) the project area. The Information Center(s) will need a 7.5’ USGS topographical map

section with the APE clearly delineated, as well as a request letter that describes the proposed undertaking. It is important to obtain information about resources in the general project vicinity as well as within the APE. A records search “buffer zone” of 1/2 mile beyond the APE limits is usually sufficient for this purpose. As the Information Centers release complete, confidential site and survey information only to researchers registered with the Center, the applicant is encouraged to designate a qualified archaeologist (typically a consultant) to be the recipient of the records search results. The applicant’s designated researcher should include copies of all materials received from the Information Center, as well as all correspondence, in the documentation submitted for review to the Division’s CRO.

The dates of construction of all elements of the built environment in and adjacent the APE should be determined during pre-field research. Buildings, structures (such as a bridge), objects (such as a decorative gateway to a community), and features (canals, railroad tracks, etc.), which are at least 50 years old, are potentially eligible for the National Register of Historic Places (NRHP) and must be evaluated against the NRHP criteria for inclusion. Numerous water conveyance systems and treatment plants in the state have buildings or other elements older than 50 years, and thus it may be necessary to evaluate the historic value of the plant or system itself. Local historians and historical societies should be contacted for input on the area’s history.

Documentation of Native American consultation is required under Section 106. This includes a letter from the applicant or their consultant to the Native American Heritage Commission (NAHC) requesting a review of its Sacred Lands Inventory files. The address of the Native American Heritage Commission is 915 Capital Mall, Room 364, Sacramento, CA, 95814. The applicant should also endeavor to make direct contact (e.g. letter followed by telephone call) with Native American representatives with interest in the project community. Native American consultation should include discussion of any potential project impacts to archaeological sites or traditional cultural places known to the Native American representative or the project archaeologist. The NAHC can recommend contacts in the Native American community if the proponent is not acquainted with interested parties.

The applicant needs to submit documentation of a cultural resources field survey conducted by a qualified archaeologist throughout the APE. The survey report should conform to the outline provided in the California Office of Historic Preservation’s Preservation Planning Bulletin 4(a) December 1989. A copy of the APE map depicting “area surveyed” and the boundaries of all known cultural resources relative to the project’s impact area should be included in the survey report.

A Determination of Eligibility may be necessary for any cultural resource that cannot be avoided during project construction. Findings of Effect and mitigation proposals will follow, if a resource is determined to be NRHP-eligible and cannot be preserved through avoidance measures. The applicant’s SDWSRF contract may include special provisions for protection of cultural resources in and adjacent to the APE.

The complexity of cultural resources studies for public works projects can vary widely, depending upon numerous factors. The applicant's proposed undertaking may satisfy Section 106 without including all the described elements. The nature of resources in the APE or the level of public interest may, on the other hand, add requirements not discussed here. Again, the applicant is encouraged to contact the Division's CRO at (916) 445-8780 early in the environmental planning stage for assistance in meeting Section 106 compliance requirements. The CRO will take into account the potential effects of the project upon cultural resources, will apply the regulations implementing Section 106, and on this basis request the concurrence of the SHPO that the process has been completed satisfactorily. Please allow adequate review time for the CRO and the SHPO. After the ERU receives all necessary cultural resources documentation, the total review period for the CRO and the SHPO typically takes 45 days; however, if issues are not resolved during the initial review period, the review period may be reinitiated.

14. Public participation and review are essential to the CEQA process (Section 15087). Each public agency should include wide public involvement, formal and informal, consistent with its existing activities and procedures, in order to receive and evaluate public reactions to environmental issues related to its project. CEQA does not require formal public hearings during the environmental review process. However, the "NEPA-like" requirements necessitate at least one public hearing for an SDWSRF equivalency funded project involving significant impacts or controversy (i.e., projects involving an EIR). The applicant should also provide ample notice when formal meetings are scheduled. Public comments or controversies that are not addressed during the planning of a proposed project could result in the need for a subsequent environmental document at a later stage or lead to legal challenges, thus delaying the project and raising the cost significantly.
15. <Decision Point> When the comment period closes, the applicant should review all comments received during the review process, including any oral comments received at formal or informal public meetings. The applicant should then consider whether comments are significant enough to require a complete revision of the EIR or the proposed project, or whether minor changes in the EIR or addition of mitigation measures could adequately address the issues raised. If the EIR needs complete rewriting, the applicant should return to Item 9. If minor revisions can make the EIR adequate, the applicant should proceed to Item 16 and include text revisions to the Final EIR.
16. The applicant needs to incorporate any comments and their responses to those comments, text revisions, and any additional mitigation measures into the Final EIR. It also needs to include a plan for implementing and monitoring mitigation measures. It should include dates for all public meetings, hearings, etc. and the dates of notices for such hearings or meetings. The applicant's decision-making body must certify the Final EIR. After resolving all comments and printing their Final EIR, the applicant needs to send copies to all responsible agencies including the ERU. The applicant should also send copies to agencies and individuals commenting on the Draft EIR. See Section 15132 for the contents of a Final EIR.

17. Within five days after the applicant's decision-making body has made a decision to proceed with the project, the applicant must prepare and file a "Notice of Determination" (see Appendix D of the CEQA Guidelines) with the Governor's Office of Planning and Research and the local County Clerk. The contents of this Notice are given in Sections 15075 and 15094 for Negative Declarations and EIRs, respectively. See Table 1 for documentation that the applicant needs to submit after the CEQA and "NEPA like" review period has concluded.

Figure A

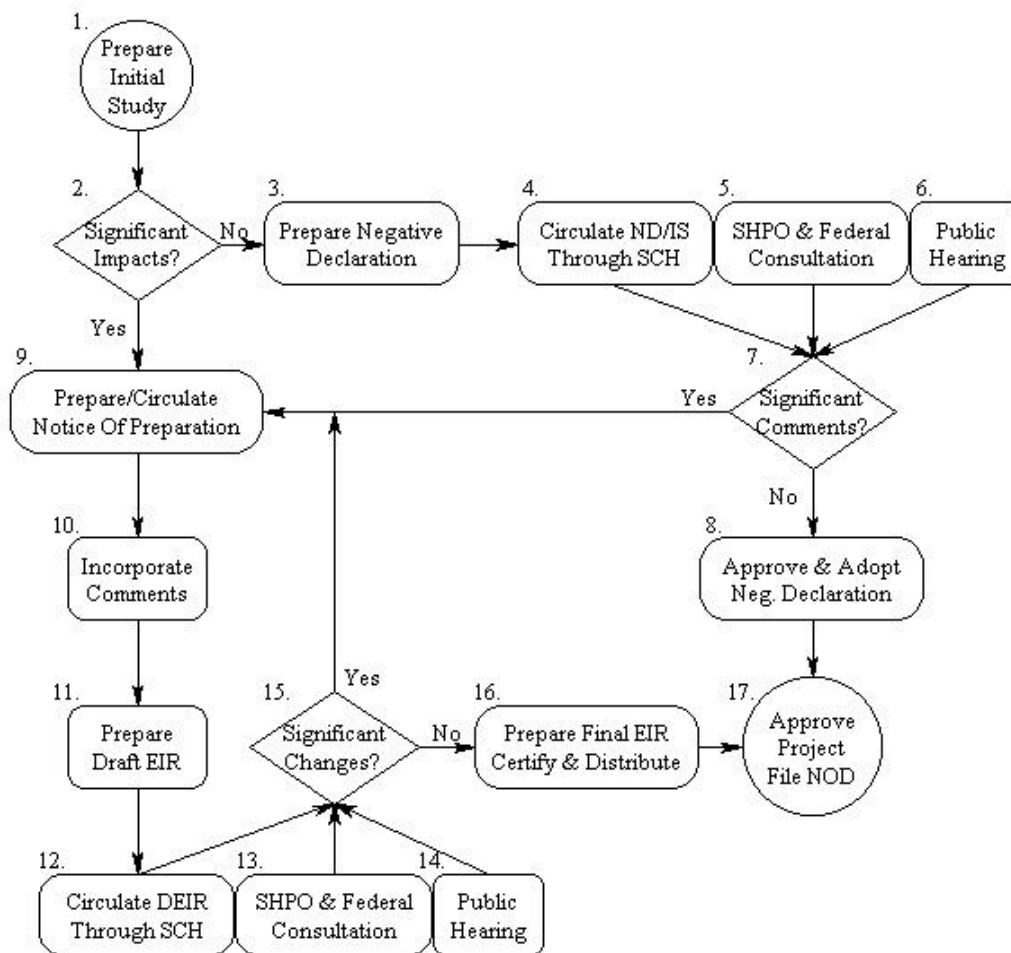


TABLE 1
CHECKLIST FOR ENVIRONMENTAL DOCUMENTATION
FOR APPLICANTS TO SUBMIT TO THE ENVIRONMENTAL REVIEW UNIT
(*Documentation requirements for equivalency projects only are in italics*)

1.	CEQA documents - EIR or Negative Declaration- <i>6 copies for equivalency projects, 2 copies for non-equivalency projects</i>
2.	<i>Any biological reports or documents incorporated by reference (equivalency projects)</i>
3.	<i>Cultural resources reports, technical studies, correspondence, and other Section 106 compliance documentation – 3 copies (equivalency projects)</i>
4.	A copy of the Notice of Completion form that was circulated by the State Clearinghouse (Displaying the SCH # and circulation dates)
5.	<i>The Notice of Intent for a Negative Declaration or the Notice of Availability for an EIR (equivalency projects)</i>
6.	<i>The Notice of Public Hearing and public hearing comments (equivalency projects when EIR is prepared)</i>
7.	Final EIR or adopted Negative Declaration – 2 copies if not included in item 1 above
8.	Any comments received on the CEQA document and the applicant's responses
9.	The adopted mitigation monitoring plan (when mitigation measures are included)
10.	The Notice of Determination filed with Governor's Office of Planning & Research
11.	The Resolution making CEQA findings including any Statements of Overriding Considerations

If the project is determined to be exempt from CEQA, the applicant may submit an "SDWSRF Environmental Information Form and Worksheet for CEQA Exemptions" and a Notice of Exemption in lieu of the documents listed above (except item 3). All correspondence with the ERU regarding environmental documents (Draft EIRs, comments received, Final EIRs, ND/ISs, etc.) should be addressed to:

DEPARTMENT OF HEALTH SERVICES
DIVISION OF DRINKING WATER AND ENVIRONMENTAL MANAGEMENT
ENVIRONMENTAL REVIEW UNIT
1616 CAPITOL AVENUE, MS 7416
P.O. BOX 997413
SACRAMENTO, CA 95899-7413
(916) 449-5641

BASIC OUTLINE FOR ENVIRONMENTAL DOCUMENTS

The purpose of the environmental review is to incorporate environmental considerations into the planning process. Prior to the selection of a specific project alternative, a thorough, unbiased and frank analysis of the environmental impacts of every reasonable project alternative should be made. It is intended that environmental concerns be considered on an equal basis with engineering feasibility, economics, and social considerations.

In order to assist the applicant in preparing environmental documents for the applicant's project, the ERU has prepared this outline. The outline details project-specific information that must be disclosed, when applicable, in all environmental documents, including Initial Studies, prepared in conjunction with an application for an SDWSRF loan or grant administered by DHS. This outline does not replace CEQA guideline requirements regarding elements of an environmental document and does not cover all necessary components of the document.

For SDWSRF equivalency funded projects, federal regulations require additional detailed information to obtain clearance for projects involving: (1) species protected under the federal Endangered Species Act, (2) wetlands, (3) wild and scenic rivers, (4) coastal zone areas, (5) floodplains, (6) important agricultural land, (7) cultural resources, (8) sole-source aquifers and (9) non-attainment areas for air quality. If the project involves an increase in capacity for water distribution, by either building a new treatment plant or expanding existing facilities, the service area and related growth inducing impacts must be considered in the environmental impact analysis.

I. PROJECT DESCRIPTION

- A. Project Objectives that Qualify the Project for SDWSRF funding
- B. Project Location (description of the precise location and boundaries, preferably topographic, and detailed map)
 - 1. Existing facilities
 - 2. New facilities
 - 3. Storage sites
 - 4. Staging areas
 - 5. Point of diversion
 - 6. Affected service area
- C. Project Construction (describe any facilities that will be constructed, removed or modified and operations)
 - 1. Facilities (give physical dimensions and area of project site)
 - a) Treatment facilities
 - b) Diversion and/or Conveyance systems
 - c) Storage
 - d) Appurtenant structures
 - 2. Capacities
 - a) Current capacity
 - b) Design capacity (show how capacity was calculated)
 - c) Any increase needed to serve existing development

- d) Population basis for capacity determination (include year)
 - (1) Current population
 - (2) Projected population
 - 3. Staging Areas
 - a) Storage Sites
 - b) Access Roads
 - c) Parking Areas
 - D. Proposed Operation of the Water System
 - 1. Water Source
 - 2. Treatment
 - 3. Distribution
 - E. Project Approvals (discuss the roles of planning and regulatory agencies that have permit or funding authority over the proposed project)

II. ENVIRONMENTAL SETTING (Include a discussion of all the following detailed elements as applicable; if an element is not present within the described area, give reasons or verify with investigative results. Consider all facilities; conveyance lines; storage, points of diversion; staging areas; and affected service area as applicable.

- A. RELATIONSHIP OF PROJECT TO OTHER PLANNING (for an EIR, briefly describe the project's relationship to and consistency with other applicable planning)
 - 1. General plans
 - 2. Air Quality Management Plan
 - 3. Area-wide wastewater treatment plans
 - 4. Water quality control plans
 - 5. Regional Transportation Plan
 - 6. Regional Housing Allocation Plans
 - 7. Regional land use plans
 - a) Coastal zone
 - b) Lake Tahoe Basin
 - c) San Francisco Bay
 - d) Santa Monica Mountains
 - 8. Habitat Conservation Plans
- B. Topography of the Region
 - 1. Location of project area with regard to major topographical features
 - 2. Elevations and slopes on project site (for grading and excavation activities)
- C. Land Use and Zoning
 - 1. At project site
 - 2. Adjacent to project site
 - 3. Along pipeline alignments
 - 4. At the point of Diversion
- D. Geology of the Region
 - 1. Seismic hazards
 - 2. Unstable substrate

3. Erosion potentials
4. Information directly relating to a water quality problem
- E. Climate
 1. Annual precipitation
 2. Seasonal weather patterns
- F. Air Quality (for construction related impacts)
 1. Air basin
 2. State and Federal attainment status for the following pollutants:
 - a) Ozone (resulting from VOC and NO_x emissions.)
 - b) Nitrogen dioxide
 - c) Sulfur dioxide
 - d) Particulates (PM₁₀)
 - e) Carbon monoxide
 3. Status of local air quality plan
- G. Major Botanical Features (plant communities or associations)
- H. Important Fish and Wildlife (major species and economically or recreationally important species)
- I. Listed, Proposed or Candidate Threatened or Endangered Species
 1. U.S. Fish and Wildlife
 2. National Marine Fisheries Service
 3. California Department of Fish and Game
 4. Private Organization Listings (e.g., California Native Plant Society)
- J. Critical Habitats listed by the U.S. Fish and Wildlife Service
 1. Plant Community Type
 2. Location
 3. Size
- K. Wetlands delineated by Army Corps of Engineers
 1. Type
 2. Location
 3. Size
- L. Designated Wild and Scenic Rivers. Include Map if Present
 1. Name
 2. Location
 3. Classification
- M. Water Resources
 1. Surface water features
 - a) Lakes
 - b) Rivers
 - c) Estuaries
 - d) Ocean
 - e) Lagoons, marshes and other water features
 2. Groundwater resources
 - a) Depth
 - b) Water quality
 - c) Basin description
 3. Water Sources

- a) Qualitative description
 - b) Quantitative analysis
 - c) Beneficial uses
 - d) Percentage of supply from each source
 - N. Agricultural Land
 - 1. Acres by type (e.g. prime, statewide significance, local significance)
 - 2. Zoning
 - 3. Present use
 - O. Cultural resources
 - 1. Archaeological resources
 - 2. Historic architecture, landscapes, features, structures or objects
 - 3. Traditional cultural properties
 - 4. Paleontological resources
 - P. Coastal Zone Jurisdiction
 - Q. Floodplain Delineated by the Federal Emergency Management Agency or Other Agency
- III. PRIMARY AND SECONDARY IMPACTS (For the following subjects, list and explain short and long term impacts from project construction and operation, and any proposed mitigation measures. Consider all facilities; conveyance lines; storage, points of diversion sites; staging areas; and affected service area as applicable. Include secondary impacts of other activities associated with or resulting from construction or operation of the project. Evaluate the significance of the impacts as required by CEQA.)
- A. Water Quantity (surface and groundwater)
 - 1. Change in point of diversion
 - 2. Depletion of instream flows
 - 3. Depletion of groundwater supplies
 - B. Water Quality (surface and groundwater)
 - 1. Contamination from construction materials
 - 2. Siltation from construction related erosion
 - 3. Storm runoff from site
 - 4. Construction dewatering
 - C. Air Quality
 - 1. Project construction and operation emission estimates for priority pollutants in designated non-attainment or maintenance areas
 - 2. Air basin emissions inventory for federal Non-attainment or maintenance areas
 - 3. Construction dust
 - 4. Odors
 - D. Geology
 - 1. Slope stability
 - 2. Seismic hazards
 - E. Soils
 - 1. Erosion
 - 2. Contamination

- 3. Compaction
 - 4. Stability
- F. Vegetation
 - 1. Grading and excavation impacts
 - 2. Trampling
 - 3. Dewatering impacts on aquatic and riparian vegetation
 - 4. Conflict with local policies and ordinances
- G. Fish and Wildlife
 - 1. Habitat loss
 - 2. Construction noise and interference
 - 3. Interference with movement/migration
 - 4. Uptake or damage by diversion structures
 - 5. Loss of open water sources (e.g. ditches converted to pipelines)
 - 6. Conflict with local policies
- H. Aesthetics
 - 1. Temporary impacts from construction
 - 2. Visual disruption of new facilities
 - 3. Creation of a new source of light or glare
- I. Noise
 - 1. Construction
 - 2. Operation
- J. Agriculture
 - 1. Loss of important agricultural land
 - 2. Compatibility with agricultural practices.
- K. Recreation
 - 1. Disruptions
 - 2. Closures
- L. Open Space
 - 1. Losses
 - 2. Construction or operation related interference
 - 3. Conflict with local policies
- M. Cultural Resources
 - 1. Facilities construction impacts
 - 2. Pipeline alignment excavation impacts
 - 3. Inundation from reservoirs
 - 4. Erosion impacts
- N. Threatened or Endangered Species
 - 1. Incidental taking of a species
 - 2. Potential for jeopardizing the viability of the population
 - 3. Loss of habitat
 - 4. Harassment
 - 5. Disruption of reproductive habits
- O. Environmentally Sensitive Areas
 - 1. Incompatible activities within the Coastal zone
 - 2. Removal, filling, hydraulic interruption, or other means of affecting wetlands as defined by Section 404 of the Clean Water Act

3. Impacts to sensitive natural communities identified by DFG or FWS
4. Impacts on wild & scenic rivers
5. Construction on floodplains that could impede floodwaters or exposure structures to significant losses
6. Loss of critical habitats
- P. Energy
 1. Use during construction
 2. Use during operation
- Q. Transportation/Circulation
 1. Traffic interference during construction
 2. Traffic increases during construction and operation
 3. Parking interference during construction and operation
- R. Public Services
 1. Additional public services required for facilities operation
 2. Additional public services required for service area expansion
 3. Construction and operation interferences on public utilities
- S. Public Health and Safety
 1. Water quality issues
 2. Excavation of contaminated soils
 3. Mosquito attraction to open ponds
 4. Interference with emergency operations
 5. Use, storage, and disposal of hazardous chemicals
- T. Population and Housing
 1. Additional work force for construction and operation
 2. Growth inducement
- U. Land Use and Zoning
 1. Incompatible use of project site
 2. Conflict with surrounding land uses or a Williamson Act contract

IV. MITIGATION MEASURES

- A. Commitment
 1. Commitment is mandatory for mitigating significant impacts in a Mitigated Negative Declaration before it is circulated for review.
 2. Commitment for mitigating significant impacts in an EIR is necessary to avoid making a “Statement of Overriding Considerations”.
- B. Specificity
 1. Proposed future studies must include examples of mitigation measures that can be recommended from the studies.
 2. Monitoring must be accompanied by criteria that will trigger specific mitigation measures.
 3. Preparation of plans (e.g., an erosion control plan) must include specific examples of mitigation that the plan may include.
 4. Compliance with regulations must specify what regulations will do to mitigate the identified impacts.

- C. Effects of a Mitigation Measure (If a mitigation measure could cause one or more significant effects, the effects of the mitigation measure should be discussed)
- V. PROJECT ALTERNATIVES (For all SDWSRF equivalency funded projects, discuss the environmental impacts, cost effectiveness, compatibility with proposed or existing projects, and reasons for rejection for each alternative; include future options, e.g., consolidation. Potential alternatives should be feasible and reasonable, and should accomplish the basic purposes of the project and avoid or substantially lessen significant effects).
 - A. Alternatives for Each Major Phase or Component of the Project
 - 1. Treatment processes
 - 2. Conveyance
 - 3. Diversions
 - B. Alternative Siting Locations
 - 1. Treatment facilities
 - 2. Storage sites
 - 3. Diversion sites
 - 4. Conveyance lines
 - C. Alternative Projects That Could Accomplish the Project Objectives (Examples)
 - 1. Recycled water projects
 - 2. Upgrade of existing facilities
 - 3. Consolidation
 - D. No Project Alternative (must be included)
 - E. Identification of the Environmentally Superior Alternative (if the “no project” alternative is not the environmentally superior alternative)

VI. OTHER CEQA REQUIREMENTS

- A. Cumulative Impacts (Discuss effects of reasonably foreseeable projects or project phases in the area producing related or cumulative impacts including projects under the jurisdiction of other agencies).
 - 1. Projects related to, or similar to the proposed project
 - 2. Projects which produce environment effects similar to those of the proposed project
- B. Growth Inducing Impacts (if none, explain why not)
 - 1. Ways that the proposed project could encourage or accommodate growth directly or indirectly in the following areas:
 - a) Economy (e.g., building facilities that will create favorable conditions to attract businesses)
 - b) Population (e.g., increasing the supply of water available for population growth)
 - c) Housing (e.g., expanding the service area to allow for more housing construction)
 - 2. Impacts (secondary or indirect) associated with growth inducement
 - a) Air pollution

- b) Water pollution
 - c) Diminished resources
 - d) Displacement of plants and animals
 - e) Loss of open space
 - f) Loss of agricultural land
 - g) Transportation
 - h) Public Services
 - 3. Ability of current planning to deal with growth by providing the necessary infrastructure and support facilities while attempting to minimize adverse effects on the environment
- C. UNAVOIDABLE SIGNIFICANT IMPACTS (For an EIR, discuss any unavoidable significant impacts identified in the document, their implications and the reasons why the project is being proposed notwithstanding their effect).